



**Sussex County  
Community Development &  
Housing Division**

**22215 DuPont Boulevard  
P.O. Box 589  
Georgetown, DE 19947  
P: 302-855-7777  
F: 302-854-5397**

**CONTRACTOR DATA SHEET**

*Please Print.*

Firm Name: \_\_\_\_\_ Date: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_

Names and addresses of all owners, partners and, if a corporation, the names of major stock-holders and/or officers: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_/ Federal I.D. #: \_\_\_\_\_

Years in Business: \_\_\_\_\_

List construction experience of each of the principals: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Indicate the firm's experience with other publicly funded rehabilitation programs (Include location and number of houses rehabilitated): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Business References (Include local banks with whom you do or have done business, including those who finance your work): \_\_\_\_\_

\_\_\_\_\_

Names and addresses of at least three recent customers who have had home improvement work done by your firm:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

*\*Note: Copies of the firm's licensing and insurance should accompany this completed Contractor Data Sheet when returned to the Department of Community Development & Housing. Houses bid out by the Department shall not exceed a maximum of \$25,000 per house. Houses are bid out to General Contractors, who then, if applicable, seek subcontractors to assist with the project's completion. Lead certificates are required, unless otherwise noted.*

THE UNDERSIGNED CONTRACTOR(S) CERTIFIES that all information given herein is substantially correct and further agrees:

1. That Sussex County's and/or State License Class \_\_\_\_\_ bond therefore are current, and the undersigned contractor agrees to maintain in a current status all licenses and bonds as required by its local jurisdiction.
2. That the work will be performed in accordance with the Sussex County engineering requirement standards, subject to a clear final inspection by the project inspector.
3. That if work performed by the contractor is found to be unsatisfactory by the administering agency, or if contract relations between the contractor, homeowner or other parties are found to be unsatisfactory, that the administering agency may remove the contractor's name from the approved list, with such accompanying publicity as it deems necessary.
4. That adequate insurance and Workman's Compensation will be provided.
5. That he or she will abide by U.S. Department of Housing and Urban Development regulations pertaining to equal employment opportunity.
6. That work will be done in conformance with all applicable codes and zoning regulations.

Signed: \_\_\_\_\_  
Contractor

Date: \_\_\_\_\_

Printed: \_\_\_\_\_  
Contractor

Signed: \_\_\_\_\_  
Representative of Sussex County